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**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: December 19, 2019
(Submission Date)

For the January 28, 2019 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

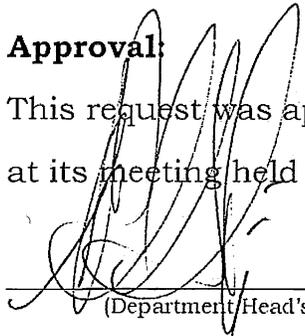
- Additional Appropriation \$ 1,620
- Transfer from Contingency \$ _____
- Transfer(s) \$ _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the
at its meeting held on .

(governing Board of your department)

(date)


(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request: Received as a donation for the outdoor classroom grant.
 Additional \$620 received in cash donations.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
1063010 470000 20G11	Contributions- Outdoor Classroom	\$1,620
1063010 561800 20G11	Program Supplies - Outdoor Classroom	\$1,620
_____	_____	_____

Transfer(s) complete the following:

From:	To:	Amount:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Main Street

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December 16, 2019

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Ms. Lindsey Rivers
Public Works Analyst
City of Bristol Department of Public Works
City Hall, 111 North Main Street
Bristol, CT 06010

Dear Lindsey:

We are pleased to inform you that the Main Street Community Foundation has approved a grant of \$1,000 to City of Bristol Department of Public Works from **The Broad View Fund at the Main Street Community Foundation**. This grant is to support the Outdoor Classrooms a Work of Heart program. You may wish to thank the fund's advisors directly and may do so by writing Mr. Robert C. Boudreau, Mr. Kevin Prior and Mr. Robert Alim, 41 Broadview Street, Bristol CT 06010.

When reporting or acknowledging this grant, it should be referred to as a grant from **The Broad View Fund at the Main Street Community Foundation**.

The Foundation and the donors hope this grant will help the organization further its mission. By accepting this grant, your organization certifies that no goods or services of value will be provided to the Foundation, the donor(s), or the fund advisor(s). Please sign the original of this letter to acknowledge receipt of this check and return it in the enclosed envelope.

If you have any questions, please do not hesitate to contact me at the Foundation office.

Sincerely,

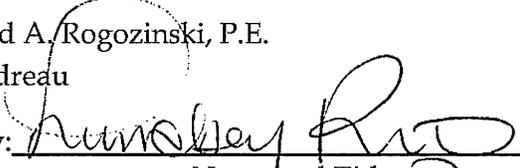


Kate M. Kerchaert
Director of Grants & Programs

Enclosure

cc: Raymond A. Rogozinski, P.E.

Bob Boudreau

Received by: 

Name and Title

PW Analyst

Date: 12/19/19

Main Street Community Foundation, Inc.
120 Halcyon Drive • P.O. Box 2702
Bristol, Connecticut 06011-2702
P: 860.583.6363 • F: 860.589.1252
www.mainstreetfoundation.org

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